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8 UNITED STATES DISTRICT COURT
9 WESTERN DISTRICT OF WASHINGTON
10 AT TACOMA

11 JULIE BALLOU,

12 Plaintiff,

13 v.

14 JAMES MCELVAIN, *et al.*,

15 Defendants.

CASE NO. 3:19-cv-05002-DGE
ORDER SETTING SETTLEMENT
CONFERENCE

16 This matter is before the Court on referral from the district court for purposes of
17 conducting a settlement conference. *See* Dkt. 95. The settlement conference shall be held in-
18 person on September 28, 2022, at 8:00 a.m. P.S.T. in Courtroom D. A second conference, if
19 needed, shall be held on September 30, 2022, at 9:00 a.m. P.S.T. in Courtroom D.

20 The parties are ordered to **each** submit to this Court's chambers, but not file, a settlement
21 memo no later than 4:30 p.m., **September 19, 2022**. Each settlement memo shall be no longer
22 than ten (10) pages, double-spaced. The parties are allowed to submit attachments to the memo
23 but should include only those attachments critical to the explanation provided in the memo. **The**

1 **memos are to be exchanged between the parties** and, at a minimum, include (1) the last
2 demand and offer exchanged between the parties; (2) the status of any outstanding discovery
3 issues; and (3) the status of any outstanding motions. These materials may be emailed to
4 fernando_nunez@wawd.uscourts.gov.

5 Parties are instructed to ensure the attendance of a person with authority to settle the case
6 on the date of the scheduled settlement conference.

7 Dated this 1st day of September, 2022.

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11 J. Richard Creatura
12 Chief United States Magistrate Judge